



Department of  
**Education**

# **Housing for Country Employees in Public Schools Policy**

Effective date: 11 December 2018

Version: 4.0

Accurate at the time of printing 29/07/2021.

## Table of contents

1. Policy statement	3
2. Policy rules	4
3. Responsibility for Implementation and Compliance	5
4. Scope	5
5. Related documents	5
6. Contact information	6
7. History of changes	6
8. Appendices	8
9. More information	8
Supporting content	8
Policy review date	8

## 1. Policy statement

The Department of Education (the Department) allocates Government Regional Officers' Housing (GROH) to employees who fulfil the eligibility criteria, providing there is suitable accommodation available.

## 2. Policy rules

Director, Staff Recruitment and Employment Services will assess the eligibility of employees for the provision of housing subject to the availability of suitable accommodation according to the following criteria:

- the employee's role is essential to the Department's core business;
- the employee's appointment is 0.5 full-time equivalent or greater;
- the employee is relocated by the Department in the course of employment to the location, not having resided there at the time of appointment; and
- the employee, or their partner, does not own or have an interest in residential property within 50 kilometres of the employee's place of appointment.

All employees allocated housing must comply with:

- the Department's Tenant Responsibilities; and
- Ceasing a Tenancy – Employee Responsibilities at Appendix C.

### Guidance

The provision of housing for employees is at the Department's discretion and is not an entitlement under Industrial Awards and General Agreements.

Further information is available:

- Appendix A: fringe benefits tax and guidance information;
- Appendix B: process for allocation of housing, including appeals; and
- on Department's Housing and Transport Services website
  - allowances and forms, including GROH Housing Application
  - allocation of accommodation includes information about the categories of accommodation and allocation criteria
  - GROH Rent.

### **3. Responsibility for Implementation and Compliance**

The Director, Staff Recruitment and Employment Services is responsible for implementation.

The Executive Director, Workforce is responsible for compliance with the policy.

### **4. Scope**

This policy applies to all employees provided housing by the Department.

### **5. Related documents**

#### **Relevant legislation or authority**

[Equal Opportunity Act 1984 \(WA\)](#)

[Fringe Benefits Tax Assessment Act 1986 \(Cth\)](#)

[Government Employees' Housing Act 1964 \(WA\)](#)

[Income Tax Assessment Act 1997 \(Cth\)](#)

[Residential Tenancies Act 1987 \(WA\)](#)

#### **Related Department policies**

[Staff Conduct and Discipline](#)

#### **Other documents**

[Government Regional Officers' Housing Eligibility Policy, Department of Communities](#)

[Tenant Responsibilities](#)

## 6. Contact information

### **Policy manager:**

Director, Workforce Policy and Coordination

### **Policy contact officer:**

Manager, Staff Recruitment and Employment Services

T: (08) 9264 4453

### **Other:**

Housing and Transport Services

T: (08) 9264 4412

W: [det.wa.edu.au/housingandtransport](http://det.wa.edu.au/housingandtransport)

[GROH Regional Offices](#)

## 7. History of changes

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<b>Effective date</b>	28 April 2011
<b>Last update date</b> <b>Policy version no.</b>	2.0
<b>Notes</b>	None

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<b>Effective date</b>	28 April 2011
<b>Last update date</b>	30 July 2014
<b>Policy version no.</b>	2.1
<b>Notes</b>	Minor spelling and formatting corrections.

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<b>Effective date</b>	12 May 2015
<b>Last update date</b> <b>Policy version no.</b>	3.0
<b>Notes</b>	Major review streamlined content into a policy document. Endorsed by Corporate Executive 1 April 2015.

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<b>Effective date</b>	12 May 2015
<b>Last update date</b>	22 May 2017
<b>Policy version no.</b>	3.1
<b>Notes</b>	Addition of information to Appendix A regarding Extended Leave without pay conditions D17/0208756.

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<b>Effective date</b>	11 December 2018
<b>Last update date</b> <b>Policy version no.</b>	4.0
<b>Notes</b>	Major review undertaken. Endorsed by Director General at Corporate Executive on 31 October 2018.

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## 8. Appendices

Appendix A: [Appendix A Guidance information](#) (PDF file - 39.7kB)

Appendix B: [Appendix B Process for Allocation of Housing](#) (PDF file - 233.5kB)

Appendix C: [Appendix C Ceasing a Tenancy - Employee Responsibilities](#) (PDF file - 268.3kB)

## 9. More information

### Supporting content

No supporting content found.

### Policy review date

11 December 2021

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